

NIS COMMITTEE MEETING NO. 52

20 December 1949

1. The following were present:

Dr. Appleton	State
Mr. Lydman	State
Lt. Col. Kiel	Army
Dr. Debevoise	Army
* Mr. Tucker	Army
Cdr. Howell	Navy
Lt. Cdr. Nutt	Navy
* Lt. Col. Gould	Air Force
Maj. Belongia	Air Force

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CIA
 CIA (Chairman)

* Working level specialists,
 Chapter VIII (Armed Forces).

2. A report on the production of NIS for the first five months of FY 19⁵⁰ was read to the Committee. Briefly stated, this report is as follows:

	Total Sec. due 7/1-12/1	Total Sec. Rec'd D/NIS 7/1-12/1	Total Sec. overdue 12/1	Av. Monthly Prod. Reqs. (Sections)	Av. Monthly Prod. (Sections)	% of Reqs. Actually Produced
State	165	50	115	33	10	30%
Army	151	89	62	30 1/5	17 4/5	59%
Navy	15	10	5	3	2	67%
Air Force	18	12	6	3 3/5	2 2/5	67%
CIA (Map Div)*	18	12	6	3 3/5	2 2/5	67%
CIA (OSO)	9	0	9	1 4/5	0	0%

*NOTE - Includes all Chapter IX, portions of which are contributed by the Service Mapping Agencies.

3. Copies of proposed revisions of Editorial Instructions and the outline and outline guide for Chapter I, both of Standard Instructions for NIS, were

distributed to the members, who are to prepare themselves to express their Departmental views on the proposals.

4. The following report was made regarding the Disaster Plan for NIS:

a. The CIA Disaster Plan provides for the establishment of a secure Records Center at a distance of approximately 100 miles from Washington, D.C. It is expected that this Records Center, staffed by CIA personnel, will be opened so that movement of records to it can start about 15 January 1950.

b. The material to be deposited in this Records Center will be one copy of each vital document, including one copy of each NIS. This copy will be transferred from reserve stock to the Record Center by OCD.

c. At present, OCD has custody of the reserve stock of NIS. Except for ten copies of each NIS, which are held in Q Building, CIA, the entire reserve stock is currently stored in [REDACTED] Building, CIA. This latter stock will be transferred to the CIA Warehouse at Rosslyn, Virginia, as soon as space arrangements can be completed. 25X1A6d

d. In order that there may be available at the Disaster Plan Repository all material necessary for the reproduction of NIS in an emergency, action is in progress to have filed with each of the complete copies of NIS to be stored there the negatives of its black and white figure inserts and of its colored figures.

5. Copies of a proposed revision of NIS Areas, Standard Instructions for NIS, were distributed to the members. In this revision, the NIS titles have been made to correspond to the titles appearing on the NIS binders, geographic names have been made to conform with BGN decisions, and certain changes in the descriptions of geographic areas have been made. The members were requested to have the proposed revision and the NIS Area Map examined in their Agencies with a view to preparing them to discuss revision of NIS Areas at a future meeting.

6. The proposed revision of Chapter VIII, Standard Instructions for NIS, was discussed and returned to the revisory subcommittee for the consideration of certain comments. After action by the revisory subcommittee, the revision is to be returned to the NIS Committee for approval.

7. Members were requested to have revisory subcommittees for chapters other than Chapter VIII examine the instructions for Chapter Introductions to determine whether COMMENTS ON PRINCIPAL SOURCES should not be included.

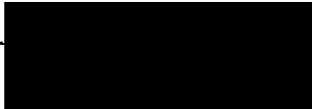
8. It was decided to discontinue NIS Supplement No. II (Air Facilities)

and place in Subsection 83G (Air Facilities) material formerly contained in this supplement. The need for NIS Supplement IV (Urban Areas) is still under consideration.

9. It was pointed out that the recent reduction in dissemination requirements for complete NIS by Navy from 300 to 100 and by Air Force from 160 to 150 would, were the current press run to continue unchanged, increase the reserve stock of complete NIS from 106 to 216 complete NIS. The Committee concurred in reducing the current press run by 100 complete NIS, so as to stabilize the reserve stock of complete NIS at 116.

10. The next meeting was scheduled for 1000 hours, Wednesday, 4 January 1950, at CIA.


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Distribution:

NIS Committee

Members (4)



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AD/ORE

Chief, D/Ma

Liaison O, D/NIS

Ed.Chief, D/NIS

Prod.Dep.Chief, D/NIS

✓D/NIS file